

INSTRUCTIONAL MEMORANDUMS

To Local Public Agencies



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| To: Counties and Cities | Date: April 2002 |
| From: Office of Local Systems | I.M. No. 1.300 |
| Subject: Construction Agreements Between City and County on Secondary Road Extensions | |

Contents: The purpose of this Instructional Memorandum (I.M.) is to describe a process for developing construction agreements between city and county on secondary road extensions. This I.M. also includes the following attachments:

[Attachment A](#) – Resolution for Construction Agreement between City and County on Secondary Road Extensions ([word](#))

The Iowa Code provides authority for a county to eliminate danger at railroad crossings and to construct, reconstruct, improve, repair and maintain any secondary road extension within a city. Refer to Iowa Code Section [314.5](#) for additional requirements.

In order that projects on secondary road extensions may proceed in an orderly manner, it is suggested that a written agreement be developed and signed by all parties. This agreement should be a part of the project file.

Please refer to the (see [Attachment A](#) to this I.M.) for sample resolution for this purpose. The sample resolution may be modified in any manner and should include responsibilities as outlined in an agreement between the city and county, as provided for in Iowa Code Chapter [28E](#).